

Renewal Instructions

Online renewal of your license/certificate begins January 3, 2017 and ends on March 31, 2017. All credentials (PT licenses and PTA certificates) expire/lapse on March 31, 2017, if not renewed. Those who work on a LAPSED license will be disciplined!

Attention Recent Graduates: Those PTs/PTAs who were graduated from accredited PT/PTA programs between April 1, 2015, and March 31, 2017, have met the continued competency requirement (201 KAR 22:045 Section 2(2)(c)). However, these graduates are still required to complete the 2015-2017 Jurisprudence Examination.

Renewal fee covering the 2017-2019 biennium is \$150.00 -- \$130 for renewal and \$20 for Impaired Practitioners Fund, per 201 KAR 22:135 2(3).

Before you renew your PT or PTA credential, you are required to:

- ✓ Complete Continued Competency Credits earned between April 1, 2015 through March 31, 2017
 1. PT – 30 hours
 2. PTA – 20 hours
- ✓ Complete the MANDATORY open book Jurisprudence Exam (JE) for the 2015-2017 biennium. You may access the JE online at <http://pt.ky.gov>

Ways to renew:

1. Online – Preferable Method - Available at <http://pt.ky.gov> beginning January 3, 2017.
 - ❖ Online renewal is fast and easy.
 - ❖ Pay by major credit cards, debit card, or electronic check.
 - ❖ Print or email your payment receipt immediately.
2. If unable to complete an online renewal application, please contact Board staff as soon as possible at (502) 429-7140 for further instructions.

Wallet cards will be mailed to you within 5 days after you renew. You may also check your status (new expiration date of 3/31/2019) online, as your status will be updated automatically upon renewal completion.

If you are not renewing your Kentucky license, please notify Board staff by email at kybpt@ky.gov or by FAX at (502) 429-7142.

Active Military Duty PT or PTA - Renewal fee is waived for active duty members of the Armed Forces as well as exemption from continued competency requirements, as established in KRS 12.355. Complete and submit a paper renewal application and the Exemption for Completion of Continued Competency Form before the renewal deadline of March 31, 2017.

Extension of Continued Competency Requirement for Renewal of Your Credential

If you have not completed the continued competency requirements, you may apply for an extension.

For a **temporary hardship extension** (not to exceed 1 renewal cycle), you must:

- ❖ Complete and submit an Extension for Completion of Continued Competency Form;
- ❖ Submit documentation showing evidence of undue hardship; and
- ❖ Submit the hardship extension form and documentation by April 30, 2017.

A licensee shall be granted a **temporary nonhardship extension** of time if the licensee cannot show undue hardship and if the licensee:

- ❖ Has not received a temporary nonhardship extension of time in the prior renewal cycle;
- ❖ Completes a temporary nonhardship Extension for Completion of Continued Competency Form, and includes a plan explaining how the required credits will be met;
- ❖ Submits the temporary nonhardship Extension for Completion of Continued Competency Form and \$250 payment to the Kentucky Board of Physical Therapy by March 31, 2017;
- ❖ Renews their credential by March 31, 2017; and
- ❖ Files proof of compliance by July 1, 2017.

The Extension for Completion of Continued Competency Form is located at <http://pt.ky.gov> under Continued Competency.

For more information, carefully review 201 KAR 22:045 Section 2 (5).